

## West Middle School PBIS Expectations Matrix

Classrooms	Main and Counseling Office	Media Center	Hallways	Arrival To School	Cafeteria/Recess
<ul style="list-style-type: none"> <li>• Arrive ON TIME</li> <li>• Be prepared by bringing all supplies</li> <li>• Sit appropriately in assigned seat</li> <li>• Respect Guest Teachers at all times</li> <li>• Follow all adult directions the first time they are given</li> <li>• Use appropriate language and conversational tone</li> <li>• Use kind words and actions</li> <li>• Respect property(belongings) of others</li> <li>• Use books, classroom materials, and equipment appropriately</li> <li>• Leave backpacks/book bags/coats in lockers</li> <li>• Complete and turn in all assignments and homework ON TIME</li> <li>• Only use chromebooks when instructed</li> </ul>	<ul style="list-style-type: none"> <li>• Get permission from your teacher before coming to the office</li> <li>• Follow adult directions and be courteous</li> <li>• Wait quietly and patiently</li> <li>• Say please and thank you</li> <li>• Conduct office business before school, after school, or during lunch</li> <li>• If you need to make a phone call, leave a detailed message if you are not able to get a hold of someone</li> </ul>	<ul style="list-style-type: none"> <li>• No Eating or drinking</li> <li>• Respect other's belongings and personal space</li> <li>• Use appropriate language and volume</li> <li>• Use the internet, equipment, and materials appropriately</li> <li>• Treat media center computers with care</li> <li>• Return all materials on time</li> <li>• Clean up and take personal possessions</li> <li>• Push in your chair when leaving the media center</li> </ul>	<ul style="list-style-type: none"> <li>• Walk at a safe pace</li> <li>• Stay on the right side when walking</li> <li>• Keep the flow of traffic moving</li> <li>• Use appropriate language and volume</li> <li>• Respect classes in session</li> <li>• Use lockers appropriately</li> <li>• Keep hands and feet to yourself</li> <li>• Get to class on time</li> </ul>	<ul style="list-style-type: none"> <li>• Upon entering the building, remove your hat, turn off all cell phones.</li> <li>• Stay in your assigned area, only 6th graders upstairs.</li> <li>• Go to your locker and put away your coat, hat, phone. Only bring to class what you need for learning.</li> <li>• Use appropriate language and volume</li> <li>• Follow adult directions</li> <li>• Keep hands and feet to yourself</li> <li>• Use time wisely and be on time for your first class</li> </ul>	<ul style="list-style-type: none"> <li>• Wait your turn in line</li> <li>• Respect kitchen/lunchroom staff</li> <li>• Use "Please" and "Thank you"</li> <li>• Get everything you need before you sit down</li> <li>• Use good table manners</li> <li>• Clean up after yourself</li> <li>• Use appropriate language</li> <li>• No food or drink is allowed outside the cafeteria</li> <li>• Talk to a staff member if you need to leave for any reason.</li> <li>• Stay seated and wait until your table is dismissed</li> <li>• You cannot go to your locker during lunch/recess</li> <li>• Bring coat/jacket with you to the lunch room for outdoor recess</li> </ul>

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Restrooms/Locker Rooms	Drills	Phones/Electronic Devices	Buses	After School Events	Assemblies
<ul style="list-style-type: none"> <li>Respect privacy of others</li> <li>Clean up after yourself</li> <li>Respect property (belongings) of others</li> <li>Report graffiti or damage to staff</li> <li>Use during passing time</li> <li>Take shortest path to and from nearest classroom</li> <li>No loitering</li> <li>Get in and out quickly</li> </ul>	<ul style="list-style-type: none"> <li>Follow adult directions the first time they are given</li> <li>Leave materials in classroom</li> <li>Know your shelter/evacuation destination</li> <li>Stay with your designated class</li> <li>Keep hands and feet to yourself</li> <li>Remain silent during all drills until returned to classroom</li> </ul>	<ul style="list-style-type: none"> <li>Powered off and concealed (not in pocket) during the school day and upon entering the building</li> <li>This includes airpods, and smart watches. Airpod may be used in classrooms when connected to chromebooks only.</li> <li>Use in the office or during class ONLY when permission is granted</li> <li>No use in restrooms or lockers.</li> <li>Do not let other students use your phone/electronic device</li> <li>Think before you post when using your phone/electronic device at home</li> <li>Report any cyber bullying to a staff member</li> </ul>	<ul style="list-style-type: none"> <li>Know your route number</li> <li>No passes are allowed at this time.</li> <li>Report to your bus line immediately after school or get on your bus if it is there.</li> <li>Wait until an adult dismisses you to get on your bus if lined up</li> <li>Walk to your bus and leave personal space between you and other students</li> <li>Listen to the driver at all times and follow directions</li> <li>Use appropriate words/actions</li> <li>Keep the bus clean</li> <li>Face forward and remain seated</li> <li>Keep hands, feet, and objects to self and inside the bus</li> </ul>	<ul style="list-style-type: none"> <li>Pay admission/gate fee</li> <li>Follow adult directions</li> <li>Be respectful to other students and adults attending the event</li> <li>Keep your hands and feet to yourself</li> <li>Do not wander around the building</li> <li>Use appropriate words and actions</li> <li>You cannot access your locker during the event</li> </ul>	<ul style="list-style-type: none"> <li>Be respectful to the presenter(s) and audience</li> <li>Follow adult directions the first time they are given</li> <li>Leave materials in the classroom</li> <li>Keep hands and feet to yourself</li> <li>Show appropriate, quiet attention</li> <li>Stay with your designated class</li> <li>Wait to leave until dismissed</li> <li>No use of electronic devices</li> <li>Use appropriate applause when finished</li> </ul>

